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ABSTRACT

A general outline of the proceedings, a list of recommendations adopted, and four annexes comprise this report of the 1982 meeting of the International Congress on Universal Availability of Publications (UAP), including printed, audiovisual, and electronically-published materials. Suggestions and points of discussion are reported regarding publication access and availability to users, the information needs of users, the production and supply of publications, national acquisition policies, the creation of repositories for publications, the need for publication conservation and preservation, national and international interlending policies and practices, and the effect of such things as copyright legislation, confidentiality restrictions, postal rates, and import and export duties on UAP. A total of 48 recommendations are addressed to international organizations, especially the two sponsoring institutions and the World Book Congress; to national governments; and to librarians, publishers, and booksellers. The four report annexes include: (1) the program of the international meeting; (2) texts of the two opening addresses; (3) a list of documents prepared for the meeting; and (4) a complete list of individual UAP participants, and additional representatives from the United Nations (UN), other intergovernmental organizations, and international non-governmental organizations. (ESR)

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in collaboration with the

INTERNATIONAL FEDERATION OF LIBRARY ASSOCIATIONS AND INSTITUTIONS

INTERNATIONAL CONGRESS

ON

UNIVERSAL AVAILABILITY OF PUBLICATIONS

Paris, 3-7 May 1982

FINAL REPORT

(PGI-82/CONF.401/COL.10)

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INTRODUCTION

1. The International Congress on the Universal Availability of Publications (UAP) was held at the Musée des Arts et Traditions Populaires in Paris from 3 to 7 May 1982. The Director-General of Unesco convened the congress in accordance with Programme Resolution 5/10.1/04/I adopted by the General Conference at its twenty-first session (1980).

2. The congress was organized by Unesco in collaboration with the International Federation of Library Associations and Institutions (IFLA). The congress fell into Category IV of Unesco's classification of meetings, whose purpose is defined as being 'to facilitate an exchange of views among specialists in one of Unesco's spheres of interest'. Participants in the congress were therefore specialists serving in an individual capacity, representatives from organizations of the United Nations system and, observers from intergovernmental organizations and international non-governmental organizations.

3. The congress was attended by 178 participants who came from 64 Member States of Unesco. Three organizations of the United Nations system sent representatives and 15 intergovernmental and international non-governmental organizations sent observers. The list of participants, representatives and observers is given in Annex IV.

4. The main aims of the congress were to identify the constraints to access to publications and to encourage and support national, regional and international action towards the improvement of the present situation. The congress would also discuss priorities and formulate the broad bases of a programme for future implementation.

5. Preparations for the congress were monitored by the Bureau of the Intergovernmental Council for the General Information Programme to which a Preparatory Committee set up for the purpose reported frequently. The Preparatory Committee consisted of representatives of Unesco and IFLA as well as delegates from publishers, booksellers, reprographers, archivists and other organizations whose professional interests related to the objectives of UAP. Among the organizations which participated in the Preparatory Committee meetings were: International Federation for Documentation (FID), International Council on Archives (ICA), International Council of Scientific Unions (ICSU), International Group of Scientific, Technical and Medical Publishers (STM), International Booksellers Federation (IBF) and International Publishers Association (IPA).

6. The Preparatory Committee advised on the programme of the meeting, the outline of the main working document, the methodology and conclusions of the research which constituted the basis for the working document, and other aspects relating to the technical organization of the congress. They held four meetings, one at Boston Spa (United Kingdom) and three in Paris.

7. The main working document (PGI-82/UAP/2) consisted of three parts:

Part I: Annotated Programme, which summarized the objective points for discussion, expected results and recommendations of each item on the programme of the meeting;

Part II: Summary, which was a synthesis of each chapter of the main working document;

Part III: Main Working Document, which detailed in seven chapters and in the same order as items 4.1 to 4.7 of the programme of the congress, the present situation, the problems, research carried out, proposals and draft recommendations on each of these items.

The chapters were organized as follows:

presentation on UAP;

access and availability to users;

production and supply of publications;

acquisitions, policies and practices;

repository policies and planning;

national and international interlending policies and practices;

summary discussion.

8. A complete list of the documents prepared for the congress is given in Annex III (PGI-82/UAP/INF.3).

9. Mr H. Lopes, Assistant Director-General for Programme Support of Unesco opened the congress on behalf of the Director-General. Mrs Else Granheim, President of the International Federation of Library Associations and Institutions represented IFLA. The Secretary of the congress was Mr L.E. Samarasinghe, Chief, Section for the Development of Information Infrastructures of the Division of the General Information Programme with Mr Yves Courrier as Assistant Secretary. Dr Maurice Line served as a consultant to Unesco for the period of the congress.

Assisting in the organization and conduct of the congress was the staff of the Division of the General Information Programme and senior specialists from the Office of International Standards and Legal Affairs and the Copyright and Neighbouring Rights Division.

I. GENERAL REPORT

(a) Inaugural session

10. At the first session of the congress held on the morning of 3 May 1982, Mr H. Lopes, Assistant Director-General, welcomed the participants, representatives and observers to the congress, on behalf of the Director-General.

11. In his opening address, the Representative of the Director-General emphasized the importance of information for social, economic and cultural development and in this context, underlined the need for ensuring the availability of publications of all types to users, whenever and wherever they were required. Unesco was convinced, he said, of the usefulness of UAP and for that reason had wholeheartedly supported the proposal of IFLA to launch this programme.

12. UAP was of concern, he said, not only to librarians and information specialists but also to publishers, booksellers, research workers (both as producers and consumers of information), policy-makers, planners and many others. Institutions with an interest in UAP included libraries, information centres, archives, bookshops,

publishing houses and educational and research institutions. Professional associations, governmental and non-governmental organizations and, of course, governments had a vital role, particularly in the achievement of national and international co-ordination.

13. The Representative of the Director-General recalled the International Congress on Universal Bibliographic Control (UBC), jointly sponsored by IFLA and Unesco in 1977, and said that its objectives and those of UAP were complementary. He also mentioned that in the planning of UAP due consideration had been given to ensuring co-ordination with the objectives of the World Book Congress to be held in London in June 1982.

14. In conclusion, he called upon the congress to specify short-term and long-term measures for realizing the objectives of UAP.

15. Speaking next, Mrs Else Granheim, President of IFLA, referred to the collaboration that existed between Unesco and IFLA and mentioned the area of Universal Bibliographic Control as a concrete example. It had soon become obvious, however, that the UBC Programme needed a complement. To be acquainted with the existence of literature is a problem to many people of academic interests if they cannot get hold of the literature, and IFLA had in 1973 started preparing a new project concerning universal availability of publications. She expressed her gratitude to Unesco for having recognized UAP in the Programme and Budget for 1979-1980. She also thanked Unesco for organizing the congress and hoped that the UAP Programme would be implemented in all earnestness.

16. The Representative of the Director-General announced to the congress that the Director-General, after having consulted the Preparatory Committee of the Congress and the Bureau of the Intergovernmental Council for the General Information Programme, wished to propose the following persons to serve on the Bureau of the Congress:

Chairman:	Professor Jean Meyriat (France)
Vice-Chairman:	Dr Adam Wysocki (Poland)
Rapporteur:	Professor P.B. Mangla (India)

The proposal was accepted unanimously.

17. Professor Meyriat thanked the participants and referred to the importance of UAP, emphasizing the need for national and international co-operation for this purpose. Even in the developed countries difficulties were experienced in obtaining access to various types of publications. This was due to lack of national union catalogues and national lending libraries which were found in some developed countries and not in others. He expressed the hope that the recommendations of the congress would be found useful by all countries, both developed and developing.

18. The Secretary of the congress congratulated the Chairman on his selection. He described the procedures that would be applied in the work of the congress and introduced the documents that had been prepared for the meeting. This completed the inaugural session.

(b) Organization of work

19. The proceedings of the congress were monitored by a Steering Committee set up by the Unesco Secretariat which met daily. On the Steering Committee were the Chairman, Vice-Chairman, Rapporteur, Secretary, Assistant Secretary, President of IFLA, Acting Director of the Division of the General Information Programme, and other members of the Unesco or IFLA Secretariats whose presence was considered necessary.

20. In addition, two ad hoc committees composed of members of the Secretariats of Unesco and IFLA were set up to assist the Chairman and Secretary in organizing the work of the congress: (1) to formulate the list of speakers on each item of the programme so as to ensure that all relevant disciplines and geographical regions could express their point of view in the limited time available and (2) to draft appropriate recommendations on the basis of written proposals received from the participants.

21. Dr Maurice Line, Unesco consultant, was entrusted with the responsibility of introducing, on behalf of the Secretariat, each item on the programme before it was taken up for discussion by the congress. In doing so he made reference to the relevant chapters of the main working document and to research conducted by the IFLA International Office of UAP, Unesco and other organizations on various aspects of the programme items that were about to be discussed.

(c) Presentation of the UAP Programme

22. In the introduction to this item of the programme, the Secretariat defined the objective of UAP as being the widest possible availability of published materials (i.e. recorded knowledge issued for public use) to intending users wherever and whenever they needed it. This was an essential requisite for economic, social, educational and personal development. The UAP Programme aimed to improve availability at all levels, from the local to the international, and at all stages, from the publication of new materials to the retention of last copies. These objectives had to be achieved both by positive action and by the removal of barriers.

23. Recent developments in bibliographical control, establishment of data bases, informatics and telecommunications had ensured improved access to information on documents. This advance needed to be matched by improved access to the documents themselves.

24. Of particular importance were obstacles faced by the developing countries in access to publications and these could well be different from those experienced by developed countries where improvement in availability was also found to be necessary.

25. Many of the problems had been identified but it should be understood that there were no easy solutions. The role of publishers, booksellers and users in UAP was an important one and since UAP was primarily an action-oriented programme there was need for the various groups to work together to make it a success. This included the various international governmental and non-governmental organizations whose activities covered various aspects of UAP.

26. Representatives of international governmental and non-governmental organizations were invited by the Chairman to inform the congress on activities being carried out by them, relevant to UAP. Reference was made to a study now being carried out on the availability and use of United Nations documents in developed and developing

countries This study was financed by Unesco and organized with the collaboration of the Dag Hammarskjold Library of the United Nations. Details were also provided on the United Nations Bibliographic Information System (UNBIS) which provides coverage of United Nations documentation.

27. The co-operative information system on agriculture (AGRIS) and the international network of agricultural libraries (AGLINET) were described as efforts by the Food and Agriculture Organization of the United Nations (FAO) to improve access to agricultural information and documentation. Document delivery was a problem but efforts were being made by FAO to establish microfiche centres in a number of developing countries. It was suggested that microfiche copies of publications could be a means of improving availability, particularly to developing countries.

28. The representative of the Regional Centre for Book Development in Latin America and the Caribbean (CERLAL) described on-going activites relating to UAP in certain Latin American countries and the Caribbean. One of the notable features was a recognition of the importance of including in the curricula of library schools elements of import and export legislation as well as copyright legislation.

29. The representatives of the International Federation for Documentation (FID) and the International Association of Agricultural Librarians and Documentalists (IAALD) also expressed the interest of their organizations in the achievement of the objectives of UAP.

30. Several participants also contributed to the general debate on this item.

(d) Access and availability to users

31. In the introduction to this item, the Secretariat identified a number of points for discussion which were centred chiefly around users and the services required by them. Questions were posed as to how one would define 'users', the various categories into which they would fit, and how user studies, for which there was an obvious need, could be best conducted. Users needed to be assisted in their search for publications but also needed to be educated in the use of information resources. Institutions should at the same time orient their services towards meeting users' needs, which were sometimes special needs, such as those of the handicapped user.

32. Obstacles to the availability of information were outlined and the impact of new technology, such as increasing use of electronic text, on UAP required attention.

33. In questions relating to access and availability, professional education for those participating in activities relating to UAP as well as high standards of service, derived from constant evaluation of library and information services, were essential ingredients.

34. In the debate which followed it was suggested that reading habits and interests of users should be monitored regularly so as to ensure better utilization of information by users as well as to form a basis for improvement of services.

35. The definition of the term 'handicapped user' in the main working document was considered inadequate. It was suggested that this term should not be confined only to the physically disabled but should also include a number of categories of persons who were unable to use information due to social, mental, and other disadvantages.

36. One of the obstacles to availability that received considerable attention was the tendency in certain countries, particularly developing countries, to restrict access to a large proportion of government publications and documents, by categorizing them as 'confidential'. These documents often remained classified indefinitely and it was suggested that governments should evolve a mechanism to declassify such documents within a reasonable time-frame and when satisfied that their contents could be made available for wider use.

37. Mention was made of the very limited use of government publications by the general public and the difficulty in collecting these publications by means of legal deposit laws.

38. A need was expressed for the inclusion within the scope of UAP of certain documents in manuscript form, like theses and translations.

39. Several participants drew the attention of the congress to the difficulties experienced by developing countries in obtaining required publications available in the developed countries. Among the obstacles was the increasing cost of publications, which underlined a need for co-operation among libraries on a regional basis in the sharing of publications, particularly in the scientific and medical fields.

40. The potential impact of information technology on the production and distribution of books was mentioned. This required inclusion in the curricula of library schools and consideration in planning libraries and information services of the future. The need for the continuing education of library and information personnel was evident from these new developments.

41. The discussion on the subject of new technology demonstrated a divergence of opinion on the extent of its impact on conventional publications. Some suggested that the printed word would in future be replaced by electronic text in libraries while others considered this exaggerated. Nevertheless, the majority of the participants had no doubt that electronic text would become an important method of publication in the future.

42. The situation of publications in the minority languages in certain countries was considered as needing attention. It was felt that some means should be found to promote and assist these efforts.

43. Audio-visual publications should also be considered within the scope of UAP.

(e) Production and supply of publications

44. The main points of this item of the programme of the congress were introduced by the Secretariat. They covered authorship, printing; types of publications; publishing; copyright; distribution; import problems; automation of distribution and co-ordination.

45. During the discussions a number of additional points received the attention of participants. Among them were the need for training of authors; the use of standards in the production of documents; bibliographic control; audio-visual materials; micro-forms; 'grey' literature; legal deposit problems, particularly in the context of digitized publications and other electronic media.

46. One participant described the publishing industry and computerized distribution system in his country. A unique feature of the system of legal deposit was that the book wholesalers rather than the publishers had the responsibility to deposit commercial publications with the national library.

47. Several speakers felt that library acquisitions procedures could be simplified and made cheaper through by-passing certain intermediaries in the chain linking publishers and libraries.

48. Training programmes for intermediary users, such as librarians and information specialists, were considered necessary in addition to those suggested for end-users.

49. With regard to United Nations documents, the need for bibliographic control as well as for co-ordination in their production aspects was emphasized.

50. New technology was considered as having an increasing impact on the interlending and distribution system and therefore needed special attention within the UAP Programme.

51. Postal tariffs and postal services were identified as important factors in UAP. It was felt that preferential tariffs for publications, available in some countries, but not everywhere, would be a great help. Postal services also needed improvement to minimize delays in delivery and loss of materials. The congress felt that the Universal Postal Union and Member States of Unesco should be invited to take action in this area.

52. Participants referred to the Unesco Coupon Scheme as a means of acquiring publications and felt, in general, that it was helpful and served a useful purpose. However, they urged Unesco to look into the possibility of improving the scheme so as to give the developing countries greater benefit from it.

53. The requirement by publishers and booksellers of pre-payment for acquisition of journals and other publications created financial and administrative problems for librarians. An improvement in the system was considered necessary.

54. Attention was drawn to the high publishing costs and the need for subsidizing publications in some Member States. One way suggested was the provision of paper by government at a cheaper rate.

55. Reference was made to the UBC congress held in 1977 and the observation was made that more and more countries were creating national bibliographies. However, it was stressed that bibliographic control was also necessary for non-conventional publications, whose availability for use was important for UAP.

56. Participants stressed the importance of co-operation between publishers, booksellers and librarians.

57. Problems connected with copyright and access to copyright materials were touched upon and reference was also made to computerization of publications and associated problems of copyright.

58. Certain impediments such as high customs duties and licences for the import and export of books were identified and it was urged that these be studied and ameliorated.

(f) Acquisition policies and practices

59. In the introduction to this item the Secretariat drew attention to the continuing increase in the number of publications as well as growing demands for them; the increasing costs of acquiring them and the difficulty in achieving this due to shrinking budgets. This indicated a need for national acquisition policies and systems. A number of suggestions pertaining to the elements of such policies and systems were made covering scope, requirements, mechanics of collection, division of responsibilities, and so on. The subject was thrown open for discussion by the congress.

60. Some participants gave details of acquisition policies and practices already in operation in their respective countries. In the discussion which followed, it was clear that the participants felt that the implementation of a national acquisitions policy was a complex undertaking and that solutions would have to vary from country to country.

61. The experiences described, particularly by the smaller countries, seemed to favour a decentralized approach, while in some of the larger countries a preference for centralized collections was seen. It was agreed that the question of acquisitions policy and planning needed further study and it was suggested that Unesco or IFLA should undertake national case-studies which would be compiled and distributed for the benefit of other countries.

62. Many participants, particularly from the developing countries, stressed the importance of exchange agreements between countries. It was observed that Unesco had sponsored two international conventions: the Convention concerning the International Exchange of Publications and the Convention concerning the Exchange of Official Publications and Government Documents between states; both had been adopted by the General Conference at its tenth session, Paris, 3 December 1958. It was felt that these conventions should be reactivated through ratification by more Member States.

63. The use of the legal deposit system as a means of acquiring several copies of a publication for exhange purposes was mentioned. This was practised in some countries, but others experience difficulties.

64. The use by developing countries of their diplomatic missions abroad to assist in the acquisition of foreign publications and to expedite their transfer to the countries by means at their disposal, was suggested as a means of improving availability.

65. An arrangement was considered necessary for ensuring that copies of theses prepared abroad by nationals of Member States be sent to their respective countries.

66. Several participants stressed the importance to newly independent Member States of receiving copies of their publications available only in the libraries and other institutions of former colonial powers. International action or bilateral arrangements were considered necessary.

67. Publishers, booksellers and librarians were advised to improve communications between themselves not only for ensuring better coverage and information on available publications but also for negotiating improved terms for purchase of publications.

68. Finally, participants repeatedly stressed the establishment of a national policy under which all titles of the domestic output of publications and a selection of foreign publications would be acquired.

(g) Repository policy planning

69. The introduction to this item considered the planning and organization of repositories and their functions. Some repositories were active in that they provided services from their holdings, while others were passive, performing storage functions primarily. Repositories were involved in the distribution of duplicates, acquisition and retention of materials and conservation. The requirement for an effective system were outlined and a number of possible models were presented.

70. In the discussion in this item emphasis was placed on the problems of conservation of materials in libraries and repositories. Positive action was considered necessary at national and international levels. A proposal was made for the establishment of a pilot project, with assistance from Unesco, for the creation of a national conservation centre.

71. Another important suggestion in the context of conservation was that publishers should produce microfiche copies of printed materials, such as journals. Microfiche copies could be provided to users, thus ensuring conservation of the publications.

72. The special features of the system of exchange of duplicate copies of periodicals and serials being operated by the Universal Serials and Book Exchange were brought to the attention of the participants.

73. In general, participants were agreed that repository libraries were necessary in the context of UAP.

(h) National and international interlending policies and practices

74. The introduction to this item considered the following points: requirements for active interlending; levels of satisfaction; speed of supply; costs; organization of national interlending systems; models of possible systems and international interlending.

75. While emphasizing the importance of interlending, certain speakers gave details of the interlending system in operation in their respective countries. The discussions that followed indicated that the device of co-ordination of interlending systems varied from country to country.

(i) Summary discussion and general conclusions

76. The Secretariat explained that the purpose of this item was to consolidate the discussions held earlier and towards evolving a foundation for future action. The areas picked out for attention were: the basic requirements of UAP; national information planning and development; co-operation and co-ordination; international co-operation; needs for further research; planning for the future; an action programme for future implementation.

77. The obstacles to UAP described in para. 240 of the main working document were considered. These were categorized as follows: economic, technical, socio-cultural, legal, political, physical and functional.

78. Next were the basic requirements for UAP listed in para. 241 of the main working document:

an evaluation of the needs of actual and potential users and how far they can be met by and through publications;

a close match of the publishing and distribution programmes of publishers in each country to national and international requirements;

the creation or improvement of effective book trade channels to ensure the prompt availability of material to customers;

the development by libraries, documentation centres and archives of effective policies and procedures for the acquisition of material, whether by purchase, gift, exchange or other means, to serve present and future needs;

the development by libraries, documentation centres and archives of effective policies and procedures for the supply of publications, in the original or as copies, to remote as well as to local users;

the permanent retention within each country of at least one copy of publications acquired by its libraries and archives;

the acceptance by individual countries of full responsibility for the acquisition, supply by loan and retention of all their own publications to meet the needs of their own citizens and those of other countries;

measures to ensure the development of professional and technical manpower required;

the education of users and their active involvement;

awareness and application of new technologies as appropriate.

79. The need for joint action at various levels in each country was emphasized to overcome the obstacles and attain the objectives of the UAP Programme.

80. In the debate which followed, the role of national governments in UAP was repeatedly stressed. It was felt that each country should appoint a national UAP Committee with responsibility for bringing together the various professional groups. The Committee would undertake the necessary research and monitoring of the national programme and promote appropriate action.

81. Particular reference was made to the need to make national imprints available to other countries through interlending and the role of governments in making this possible was identified. It was suggested that at least one centre in each country should be assigned this responsibility.

82. It was strongly felt that the national UAP Programme should be accorded priority in each Member State. It was suggested that, in order to convince Member States of the importance of this programme and to promote necessary financial support from their governments for it, Unesco should shortly convene an appropriate meeting so that positive decisions could be taken at governmental level. In the organization of such a meeting IFLA should extend its support to Unesco. However, commencement of the actual implementation of UAP at the national level did not have to await such a meeting.

83. A point was raised by the representative of the Federation of Scientific, Technical and Medical Publishers (STM) on the statement in the main working document referring to legal barriers to UAP. The speaker observed that protection of rights of the author and copyright regulations was a help rather than a barrier to UAP. The Chairman suggested that the sentence should refer only to 'legal barriers' and that the reference to protection of intellectual creation and property be deleted.

84. In discussion of the technical aspects of UAP, the need for establishing standards for various activities of UAP was recognized. In international interlending and exchange, for example, standardized forms would be helpful. Some work in this area had been done by IFLA but additional work was considered necessary.

85. The congress was asked to bear in mind that children were also users of publications and had their own information needs which had to be satisfied.

86. Finally, the congress urged Unesco and IFLA to do their utmost to ensure the implementation of the recommendations of the congress.

(j) Closing session

87. With the adoption of the recommendations the work of the congress was completed. Statements were made by the Representative of the Director-General and the President of IFLA expressing their satisfaction at the results of the congress and warmly thanking the participants for their contributions. The Chairman expressed his appreciation of the support given to him in the performance of his functions and complimented the Unesco Secretariat on the organization of the meeting. He then declared the congress closed.

II. RECOMMENDATIONS

The discussions of the congress resulted in a number of recommendations which were proposed and adopted during its final session. In accordance with the practice followed in international congresses organized by Unesco, the results of the International Congress on Universal Availability of Publications including its recommendations, are addressed to the Director-General who will ensure their distribution to and utilization in appropriate circles.

In view of the wish expressed by many participants for an action-oriented programme as a follow-up of the congress the recommendations have been grouped during the final editing of the report in such a way as to facilitate the initiation of such actions. Thus, in the first group of recommendations are those that have been identified as requiring co-ordinated action by governments, international organizations and professionals in the related disciplines. Another set of recommendations would require action by Member States and the next by Unesco and/of IFLA, jointly or individually. Finally, in view of the anticipated complementarity of their future actions, the UAP congress passed a series of recommendations to be brought to the attention of the World Book Congress. If adopted at the World Book Congress these recommendations and their follow-up would strengthen the action-oriented programme of UAP.

(a) General recommendations requiring joint action at national or international level by governments, professionals and international organizations.

1. Information personnel should consider information resources entrusted to their care as part of the total national resource and, in the case of materials that are rare, unique or difficult to obtain, as part of the total global resource, and be conscious of their responsibility to users of publications and information.

2. Information personnel should examine ways of promoting use of information resources and services and carry out research to develop improved methods and techniques for evaluating reading and information habits which will take into account the abilities and interests of users and potential users.

3. Continuing research should be undertaken on the information needs of users in different disciplines and at different academic levels.

4. Efforts should be made to assist users in the identification of their information needs and to encourage them to express them and direct them to appropriate channels, such as libraries and information services. Research and experiment should be conducted to discover the best means of achieving this.

5. Further efforts should be made to devise and develop techniques of educating and assisting users in the use of information systems and libraries.

6. The education of information users should be integrated into formal education programmes at all levels, from primary education upwards. Information, and where necessary training, should be available to all users on the various possibilities of access to publications and information, and how they could be exploited.

7. The professional education and continuing education of information personnel should be aimed at improving availability in response to needs and in developing the skills necessary to achieve this.

8. Special attention should be paid to the particular needs of the disabled and available technologies should be utilized, wherever possible, to overcome the physical obstacles faced by them in their quest for access to information. Further, special attention should also be paid to the particular needs of those whose reading difficulties stem from other reasons than physical or mental handicaps, e.g. the reading and language retarded and the weak readers (including those unaccustomed to reading).

9. As the use of electronic storage and transmission of texts develops, efforts should be made to ensure that it is used to improve and extend access and availability with due regard to provisions of copyright, and to the importance of capturing information published in this way at intervals in order to maintain a historical record and towards ensuring the permanent preservation of such texts for present and future generations.

10. In view of the importance of the programme for Universal Bibliographic Control (UBC) and its complementarity with the UAP Programme, the implementation of the recommendations adopted by the International Congress on National Bibliographies in 1977 relating in general to national and universal bibliographic control and in particular to the creation of national bibliographies, the establishment of national bibliographic agencies, legal deposit and the publications of intergovernmental and international non-governmental orgnizations, should continue to receive all necessary support.

11. Publications in minority languages should be encouraged, collected and made available.

12. National repository plans should provide at least for the retention of all domestic publications for subsequent supply by loan or photocopy, within existing copyright legislation.

13. Consideration should be given in repository plans to ensuring the distribution of duplicates to interested parties within the country and to other countries. A study should be made for devising the most effective and economic way of distributing duplicate material within and between countries.

14. Repository plans should take into account the need to ensure the conservation of the physical items to be retained either in original form or alternatively by the use of such methods as miniaturization and digitization.

15. As the conservation and preservation of publications, printed and otherwise, have a major impact on the improvement of availability, and in view of the serious problems of physical deterioration of information-bearing materials due to atmospheric, chemical, human or other factors, a major plan of action should be established in the following areas related to this subject:

(a) that Member States undertake national programmes of research and development and international co-operation in the conservation and preservation of information materials;

(b) that methods of preservation in formats other than the original be studied and evaluated and applied wherever necessary;

(c) that the published results of such research and studies be incorporated in a data base or other bibliographic record;

(d) that assistance for the training of specialists in conservation and preservation be made available to Member States;

(e) that progress in the areas of conservation and preservation and in the evolution of new technologies in these fields be discussed regularly by an expert group set up by Unesco in collaboration with relevant international organizations.

16. The experience and success of existing regional and other international co-operative interlending schemes should be evaluated, with a view to identifying the likely value and most appropriate nature of such schemes in future.

17. In cases where librarians are held personally responsible for the holdings of which they have the custody, they should be released from this responsibility in case of loss of, or damage to, publications which occurs on the occasion of interlending, or of the illicit use of the publication by the beneficiary of the loan.

18. Countries that have or create central collections for national interlending provision should consider how far these can be used also as sources of international supply.

19. In individual countries, libraries, publishers, booksellers and others concerned with the availability of publications should consider establishing mechanisms for promoting UAP in order to identify barriers and problems, develop plans and solutions, encourage and stimulate action by governments and other relevant agencies, and monitor progress.

20. Intergovernmental organizations, in particular United Nations agencies should make all efforts to improve the quality of production, bibliographic control, distribution, access, availability and use of their documents and publications.

(b) Recommendations addressed to Member States requiring action at national and international levels.

21. In order to provide a sound basis which would ensure access and availability to publications for all categories of users it is recommended that national planning of library and information services based on the needs of users of information be undertaken in all Member States where this is not already being done.

22. Member States should agree to regard the unrestricted availability of publications as a genuine public service and take necessary measures to ensure that the service is provided in conditions that allow for the utmost speed and the lowest possible costs.

23. In order to achieve the greatest possible access to information and publications, access points should be as extensive and widely distributed as possible. They could range from major collections of publications through branch libraries to service and inquiry points.

24. Confidential labels attached to documents seriously restrict their availability. Member States are advised to establish procedures for periodic review and the removal of items from the confidential lists when appropriate.

25. Governments and the appropriate intergovernmental bodies should give consideration to the removal of barriers which inhibit or restrict access to published materials in various physical forms, for example: import and export licences; high tariffs for postage and telecommunication; customs and excise duties; inadequate amounts of hard currency for acquisition.

26. Governments and other agencies, national and international, should examine the problems of non-conventional publications produced by them, in particular, certain categories of official publications, 'grey literature', information produced in electronic forms and audio-visual materials; and take steps to ensure effective bibliographic control of these materials and their availability.

27. In view of their important role in social, economic and educational development as well as in scientific and technological research, Member States should support and finance the development of libraries as a high priority, either directly or with the help of external resources from the World Bank or other development banks, UNDP, Unesco, bilateral assistance organizations, etc. Member States should ensure the adequate funding of libraries which should keep pace with the development of scientific and other scholarly research and of the publishing of its results. Appropriate measures should be taken to enable the pre-payments of periodical subscriptions.

28. Considering that a national acquisitions policy is an effective means of ensuring an appropriate level of availability of local and foreign publications, Member States are urged to:

(a) examine, where national acquisitions policies exist, tne levels and methods of provision presently attained and practised, and take steps necessary to ensure their suitability to meet expected future requirements and maintain effective levels of provision;

(b) take urgent steps, where no acquisitions policies exist, for the design and implementation of such policies as a means of improving availability;

(c) ensure that national acquisitions policies are closely connected with national interlending systems and national repository systems.

29. Subregional or regional policies should be drawn up, where feasible, in which several Member States, by mutual agreement, undertake planned acquisitions programmes for the benefit of all parties to the agreement.

30. Member States should ensure that, where practicable, publications issued in other countries which concern their own country and its nationals, and publications by its nationals, be acquired by the national library where one exists or other appropriate libraries in the form of primary documents or in another form (microfilms, facsimile reproduction, etc.).

31. Member States should give consideration to the establishment of policies to ensure the retention of publications withdrawn from libraries, documentation centres and similar institutions and their continued availability both to national users and those of other countries and ensure that such policies and systems are related to national acquisitions systems and national interlending systems.

32. Member States should undertake production or reproduction in microform or digitized form of the past and current output of their government publications.

33. Member States with national interlending policies or systems should examine existing provisions in terms of the proportion of requests satisfied, speed of supply and costs, and consider their suitability to meet present and future requirements.

34. Member States which have no national interlending policies should consider their establishment as one of the essential means of improving availability. Pilot projects should be set up with international and other assistance for the establishment of national interlending systems which would serve as models for others.

35. Each Member State should aim to make its domestic publications available to other countries as well as to its own citizens, either by loan or, within existing copyright legislation, as reprographic copies.

36. Each Member State should identify or establish a national centre or centres, possibly attached to existing institutions, to monitor outgoing and incoming international requests and to collect statistics of international lending. Such centres, where appropriate to the national situation, may also act as channels for outgoing and incoming requests. They should also be given a role in the planning, development and supervision of national and international interlending systems.

37. In order to facilitate international lending it is recommended that IFLA's principles and guidelines for international lending are used.

(c) Recommendations addressed specifically to Unesco and IFLA requiring action singly or jointly in connection with UAP.

38. Unesco should undertake a study regarding problems relating to national imprints of recently independent Member States now found only in libraries and other institutions outside the countries of their origin. Meanwhile, Unesco should, within its programmes of assistance to Member States, assist in the identification and location of such materials as a priority action in the context of UBC and UAP.

39. A pilot project should be established in a Member State with Unesco assistance, to design and establish a national acquisitions policy and system as a model for possible application in other countries.

40. Unesco should urge Member States which have not yet ratified the Unesco conventions on the exchange of publications and the exchange of government publications to do so and set up appropriate mechanisms for the implementation of these conventions such as clearing-houses for the exchange of publications.

41. Unesco should encourage researchers to deposit copies of reports and publications arising out of research in developing countries with the national or central library of the country in which the research took place.

42. Unesco and IFLA should sponsor a study on the feasibility of establishing a microfilm bank for the provision of required copies of documents and publications.

43. Unesco, IFLA and other relevant organizations should undertake or compile case-studies to provide qualitative and quantitative data relevant to the availability of publications.

44. Unesco in co-operation with IFLA should assist countries in the planning and implementation of national library and information services by helping to determine goals and prepare guidelines, by providing expertise and by indicating possible alternatives.

45. Where conditions are appropriate, feasibility studies should be undertaken, with the support of Unesco and other relevant organizations, of the possibility of developing regional (multinational) interlending policies and systems.

46. Unesco and IFLA should continue to support relevant research, and devise appropriate means for monitoring the effectiveness of the UAP Programme.

47. Unesco and IFLA should continue to support UAP:

(a) by making it better known through the dissemination of research findings and through publications;

(b) by organizing regional and national meetings designed to seek solutions applicable at these levels and by promoting their implementation;

(c) by endeavouring to promote the compatibility of developments in different countries;

(d) by recognizing the important role of the world's great research libraries in preserving and supplying the vast resources and collection as part of ensuring the permanent availability of publications.

(d) Recommendations addressed to the World Book Congress

48. The congress recommended that the following recommendations be transmitted to the World Book Congress:

(i) that a high priority be attached by governments to the development of indigenous publishing, especially in native and minority languages, to promote literacy and education and to spread information;

(ii) that publishers, retailers and librarians where necessary establish or improve professional associations, to provide an adequate infrastructure for the development of publishing and the supply of publications; these bodies should co-operate to ensure co-ordinated development in matters of common concern;

(iii) that educational and training programmes be devised by relevant professional associations for publishers and retailers, in particular to help retailers to become more efficient;

(iv) that direct financial support be given by government in appropriate countries to the publishers of children's and educational books as well as scientific books;

(v) that more efforts be made locally, possibly with the initial support of governments, to produce paper and other basic materials required for publishing at internationally competitive prices and quality, by developing technologies and machinery to make use of locally available raw materials with appropriate attention to the durable quality of the product;

(vi) that the role of National Book Development Councils and their equivalents as effective agents of action be evaluated.

ANNEX I

PROGRAMME

Opening of the congress

Designation of the Chairman, Vice-Chairman and Rapporteur

Organization of the work of the congress

Universal availability of publications

- 4.1 Presentation of the UAP Programme. General report on research and work done already on UAP
- 4.2 Access and availability to users
- 4.3 Production and supply of publications
- 4.4 Acquisition policies and practices
- 4.5 Repository policy and planning
- 4.6 National and international interlending policies and practices
- 4.7 Summary discussion and general conclusions

Adoption of recommendations

Closure of the congress

ANNEX II (a)

OPENING ADDRESS OF MR H. LOPES, ASSISTANT DIRECTOR-GENERAL, REPRESENTATIVE OF THE DIRECTOR-GENERAL OF UNESCO

Ladies and Gentlemen,

On behalf of the Director-General of Unesco, it is a great pleasure and honour for me to welcome you to the International Congress on the Universal Availability of Publications. Pressing responsibilities elsewhere have prevented the Director-General from attending, but he has asked me to convey to all the eminent participants assembled here his regret that he is unable to be among them today.

He sends his good wishes for the success of this congress. The presence of such a large number of distinguished representative of so many professions and so many Member States of Unesco is proof for him of the great interest that you take in the work of the Organization. This is a source of much satisfaction for him.

The fact that this congress is not being held at Unesco Headquarters perhaps calls for an explanation: the Organization has been expanding steadily ever since it was established, and has found it necessary to undertake the extension and renovation of its conference halls. This work is now in progress. Fortunately however, through the good offices of the French National Commission, we have been able to organize the meeting in the Musée des Arts et Traditions Populaires. I should like to extend our special thanks to its Director, Mr Cuisenier, for having so generously made this hall as well as many other facilities available to Unesco.

On this occasion, we have been obliged for reasons of a technical nature to restrict the languages used for the congress to three only. We sincerely regret the difficulties this decision will cause for certain participants, but we hope that they will understand that it is for reasons beyond our control.

The holding of this congress was approved by the General Conference at its twenty-first session and it has been organized by Unesco in collaboration with the International Federation of Library Associations and Institutions, better known under its abbreviated form, IFLA.

I should like to convey to the leaders of this Federation Unesco's deep appreciation for the unlimited help and assistance they have given the Secretariat in all aspects of the preparations for this congress, and to express our profound gratitude to them all. We are happy to have with us on this rostrum, the President of IFLA, Mrs Elsa Granheim, whose personal contribution alone is invaluable. This exemplary collaboration between a non-governmental organization and Unesco, in the common interest is in itself most satisfactory.

I must also express my gratitude to the members of the Preparatory Committee of this congress. For two years they have spared neither their time nor their energy, and still less their advice, in their efforts to make the technical side of this meeting a success.

Turning to the theme of this congress, it is now an established fact that information is essential for social, economic and cultural development. In its absence, no decisions can be made in the fields of scientific and technological

research and development, in the field of education--whether of the traditional kind or not--in the field of communication or in the sector of cultural activities. The availability of information must therefore be ensured.

Information can be produced in several ways, just as it can be stored and transmitted in different forms. As for publications, which for the purposes of this congress are defined as 'recorded knowledge issued for public use', these constitute the most widely used means of transmitting information. Any improvement of access to publications is consequently to be viewed as a positive factor in human development, as much on the individual as on the community level.

It was in furtherance of this aim that Unesco gave its wholehearted support to IFLA's proposal to launch a programme for universal access to publications. The long-term objective of this programme is to ensure that publications, as they are a medium for conveying information, are available to users, whenever and wherever they are required.

However, the availability of publications is not only a matter of storage and their availability for consultation upon request, but first and foremost involves their production and distribution. For it is of course only after they have been produced and distributed that publications may be purchased or exchanged, as well as stored for consultation in different ways. This means that the UAP Programme was a response to the concern not only of librarians and information specialists, but also of publishers, booksellers, researchers (the latter being at one and the same time producers and users of information), educators, political leaders and many more. In the same way, the UAP Programme also concerns institutions: not only libraries, but also archives and information services, bookshops and publishing houses, educational establishments and research bodies, professional associations, governmental and non-governmental organizations, and of course--for the achievement of national and international co-ordination--governments.

The organizers of this congress have therefore never lost sight of the inter-disciplinary approach of the programme and it is with great pleasure that we note the presence of all the groups interested in this meeting.

Ever since its foundation, Unesco has been preoccupied with the problems of universal access to publications. The establishment of national libraries, of legal deposit systems, and the compilation of catalogues and checklists of serials as well as a number of other measures taken in Member States, are so many steps towards the realization of this aim. The Congress on Universal Bibliographic Control, jointly organized by Unesco and by IFLA in September 1977 in Paris, may be considered as the first step taken at the world level towards acquiring total bibliographic control of publications. The convening of this congress represents a further step in the direction of a tangible improvement in the availability of publications.

I would like to add in passing, that due consideration has been given to ensuring co-ordination between the present congress and the World Book Congress organized by Unesco in London next month. One of the main initiatives taken so far by the UAP Programme has been to investigate the problems arising with regard to universal access to publications and to study possible solutions. Working from research that has already been carried out, this congress will be responsible for examining the results obtained and for proposing a plan of action that might be used by all the organizations, professions and other bodies working in close collaboration with the Member States.

In view of the wide range of individuals and institutions concerned, the actions that are implemented will no doubt be of a very varied nature. It would then be desirable for the congress to specify the short- and long-term objectives and suggest appropriate measures for achieving them. Your activities could perhaps focus particularly on the necessity for co-ordination between the different bodies concerned, particularly at national and international level.

In order to facilitate your task, a working document has been compiled. It covers the different functions required to ensure the availability of publications: production and distribution, acquisition, storage and exchange of publications among institutions. Problems and solutions in respect of each function, based on the work that I spoke about a moment ago, are also submitted to the participants for their consideration. This should provide you with material for analysis and enable you to form an overall view of the situation by the last stage of your congress. The Secretariat is at your disposal to provide documentation and to indicate the procedures to be followed.

I hope that the themes set out in the documents will enable you to assess the extent of the problems confronting us and to look into the possibility of working out realistic solutions.

No doubt many of you are already wondering how it is possible to discuss universal access to publications without touching on the delicate problem of copyright. In our opinion this matter is too complex and technical to be discussed in detail during this congress. The Preparatory Committee considers that a paper presenting the different viewpoints of a number of organizations involved would help to focus the discussions of the congress on the important points.

The Director-General awaits with interest the result of your work and the plan of action that you will advocate for the future. I wish to thank you on his behalf for your presence here today: it bears witness to the depth of your professional commitment and your desire to assist in finding an answer to the problems that are confronting us. On his behalf and my own, I declare this international congress open and wish it every success.

ANNEX II (b)

ADDRESS BY MRS ELSE GRANHEIM, IFLA PRESIDENT AT THE OPENING CEREMONY OF THE UAP CONGRESS

Distinguished Representative of the Director-General,
Ladies and Gentlemen,

On behalf of the International Federation of Library Associations and Institutions, IFLA in short from now on, it is a great pleasure and honour for me as collaborator with Unesco in the preparation of this congress, to wish you all welcome. I also want to express IFLA's gratitude to the French hosts who have made it possible to hold this congress in such inspiring surroundings.

We live in a world where communications in the concrete sense are continuously being improved. We, who are assembled here, from all parts of the world, to participate in this congress, and the means of communication having brought us here, are obvious examples in this respect.

There are, however, many other forms of communication between people, and for IFLA, the international voice of librarianship, the most important one is the printed word. The printed word is a source of information within the different disciplines and at the various levels. I shall refrain from defining the term information and only say that I take it in a very broad sense, as it is the need of the user which is decisive in each case.

Regardless of type of library, regardless of categories of users one is put to serve, the ideal general objective will always be the same. It is therefore no coincidence that IFLA during recent years has especially directed its efforts towards the two big programmes UBC (Universal Bibliographic Control) and UAP (Universal Availability of Publications).

Many of the components now coming under the UBC Programme had been pursued by a number of professional groups within IFLA. At the beginning of the 1970's the different strings were put together within a common framework to establish what is now commonly known as the UBC Programme. And it has since then been supported by Unesco as well as by other international bodies and national institutions.

The objective is to make universally and promptly available, in a form which is internationally acceptable, basic bibliographic data on all publications issued in all countries.

It soon became obvious, however, that the UBC Programme needed a complement. To many people it is basically of academic interest to be acquainted with the existence of literature when it is not at the same time available to the users, in other words unless Universal Availability is made a reality.

As early as 1973 the IFLA General Council Meeting consequently adopted a resolution on the Universal Availability of Publications and a planning committee was given the task of preparing this new project.

I am not going to deal in detail with each step leading up to the programme of UAP being formally adopted by IFLA, and the setting up of an UAP office, but allow me to emphasize a few major points.

IFLA is very grateful to the British Library for the offer to accommodate UAP activities, first as a focal point for the UAP Programme which was housed in the IFLA Office for International Lending and now as a separate international office for UAP.

UAP was made the main theme of the IFLA Council Meeting in Czechoslovakia in 1978.

The former President of IFLA, Herman Liebaers, said in his introduction to the Council that UAP is what libraries are mainly about: for if they cannot supply their readers with the documents they want, they may as well not exist. This argument can, I assume, with a certain paraphrasing be used by representatives of publishers and booksellers as well.

The different angles from which the theme was elucidated will not be touched upon by me, as I do not want to anticipate what will be discussed here this week. But I cannot refrain from quoting the former director of the British Library, Lending Division, D.J. Urquhart, who in his very engaging paper on that occasion stated that the main enemies of UAP are not those who for some curious reason oppose it. The main enemies are those who sit back believing that, within their zones of responsibility, all has been done which is necessary to achieve UAP. (I hurry to add that he was referring to librarians only in his paper.) What he really aimed at was to direct attention to the needs of the users, not to speak of the non-users.

IFLA's ambitions are great, too great some people might probably say. Maybe here and now is therefore the appropriate time to bring in the UAP concept in relation to the IFLA/UAP Programme.

I should like to call the concept of UAP the umbrella under which several programmes might find their place, in co-operation, or side by side to reach the common objective, step by step, so that recorded knowledge can be made available whenever needed, as an essential element in economic, social, educational and personal development.

To realize ambitions funding is as a rule necessary--so also with the UAP Programme. But thanks to contributions from a number of national libraries, international and national institutions, the programme has been launched.

Already at the IFLA Council Meeting in 1977 a resolution addressed to Unesco was submitted concerning several aspects of UAP falling within the responsibility of Unesco. Great interest was expressed for the IFLA Programme and in the Unesco Programme and Budget for 1979-1980 UAP was recognized. A contract made it possible to launch various studies and pilot studies on a national level as well as international projects. The research carried out in preparation for the congress--some of it funded from other sources, to which grateful acknowledgement is made--has added much to our knowledge of various aspects of availability and the difficulties faced by each aspect. Among the resolutions presented at the IFLA Council Meeting in Czechoslovakia in 1978 was one urging Unesco to organize an intergovernmental conference, in order to highlight UAP in the best possible way.

Unesco and IFLA had some year earlier co-operated successfully on a congress within the field of national bibliography. This congress had been a great step forward for the implementation of the UBC Programme and the IFLA membership felt convinced that a corresponding congress concerning UAP, prepared by Unesco and IFLA jointly, could be exptected to have the same effect.

Plans for such a congress were welcomed by Unesco, and at the Unesco General Conference session held in 1980 it was decided that an international congress (Unesco category IV) should be organized in Paris in 1982 in co-operation with IFLA. A preparatory group consisting of representatives from both organizations was set up and has met regularly.

The major part of the work has on IFLA's part been delegated to the staff of the UAP Office and I hope it will not be understood as lack of moderation when I on behalf of the IFLA Executive Board express our gratitude for all the work done in the preparation of the congress documents.

First and foremost, however, my thanks at this moment go to Unesco's General Information Programme Division. The great interest shown by the Director and his staff has been very encouraging. Unesco's expertise in preparing congresses like this one is invaluable, and I hope that the combination of professional and managerial skill in the working group has resulted in a working document acceptable and satisfactory to all the participants.

To improve availability of documents to users and potential users might be considered a very comprehensive task, and it is not a task for librarians alone. UAP spans publishers, booksellers, information specialists, archivists and other professionals involved in the production, distribution and organizing of information as well as users. To improve matters all may need to work in concert. The crossing of boundaries between neighbouring areas is in itself significant; the possibility of joint action is exciting. The congress offers a forum for exchange of experience and a chance to plan co-operative activity.

The opportunities presented by this congress are thus considerable. It is up to all of us here to make sure they are realized. We must not rest content with passing resolutions, but find ways to implement them. Selected librarians from developing countries will be able to discuss implementation in more detail in the post-congress seminar following immediately after the congress. One national library association has already declared its intention of devoting its annual conference next year to UAP, and I hope this example will be followed in many other countries and regions of the world by library associations, as well as by bodies of publishers, booksellers, documentalists and archivists. From our side I assure you that IFLA will certainly continue to pursue and promote UAP to the best of its ability.

Allow me finally to ask the distinguished representative of the Director-General to convey to the Director-General our thanks for the good wishes he sent for the success of the congress. Let me also express my regret that Mr Tocatlian, the Director of the PGI, cannot be present due to the accident he had in Caracas recently. We all wish him a speedy recovery.

ANNEX III

LIST OF DOCUMENTS

A. Congress documents

PGI-82/UAP/1	Programme
PGI-82/UAP/2	Main working document, including annotated programme and summary
PGI-82/UAP/3	Summary of research of the UAP Programme (Background document No. 1)
PGI-82/UAP/4	Contributions on copyright (Background document No. 2)

B. Information documents

PGI-82/UAP/INF.1	General information
PGI-82/UAP/INF.2	Provisional list of participants
PGI-82/UAP/INF.3	List of documents

ANNEX IV

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